



Operations Center Engineer's Meeting

July 18, 2011--1:00 PM--3:00 PM

MINUTES

Introductions/Announcements:

William (Bill) Jones, Bartow Operation Center Engineer, is leaving the Florida Department of Transportation (FDOT). Jon Sands, District Construction Engineer (DCE), thanked Bill for his service and leadership while here at FDOT.

Fuel Conservation:

To conserve fuel cost, it was suggested to carpool when at all possible and do not leave vehicles in idle.

District Materials' Update:

There were no new District Materials' updates at this time.

Quality Assurance/Quality Control (QA/QC) Issues:

Marshall Douberley, Construction Services Specialist, and Earl Taylor, Jacobs Engineering, have been in the field conducting Quality Assurance Reviews (QAR) and reviewing Maintenance of Traffic (MOT) items. Mr. Douberley and Mr. Taylor reported they have been very well received and appreciate the response time received from the project staff. Mr. Douberley and Mr. Taylor have modified the MOT training, which was presented last year, to include new items that seem to be showing up on jobs. Mr. Douberley and Mr. Taylor will be presenting these new items to the operation centers during the 2011/12 fiscal year.

District Construction Engineer (DCE) Memorandums: (Handout #1)

DCE Memorandum No. 08-11—Materials Bulletin No. 03-11:
Standardized Concrete Sample Number/Lot Number System*

DCE Memorandum No. 09-11—Materials Bulletin No. 04-11:
Unverified Concrete Lots on the Project Final Materials Certifications*

*Please refer to OCE Meeting Minutes dated July 18, 2011--Handout #1.

Construction Performance Measures: (Handout #2)*

This report shows the performance measures for final accepted projects from April, 2010 to March, 2011. The report will continue to be done quarterly. The performance measure for Construction Engineer and Inspection (CEI) % includes both 61 and 62 phases.

*Please refer to OCE Meeting Minutes dated July 18, 2011--Handout #2.

Construction Technical Training:

Signal Cabinet & DBE Commercially Useful Function (CUF) Training: The Signal Cabinet training and the Disadvantaged Business Enterprise (DBE) Commercially Useful Function (CUF) training have already been scheduled.

Density Logbook Training: There is a request from Sarasota Ops about Density Logbook training; District Materials will be contacting Sarasota Ops and Fort Myers Ops to schedule training.

Critical Path Method (CPM) Training: A meeting was held between FDOT, Jacobs and Metric Engineering. Edward (Ed) DeCresie, Metric Engineering's Vice President/Area CEI Manager, is currently reviewing the contract to determine the time and cost for the Critical Path Method (CPM) training. The CPM training may be scheduled in the fall and will be only for in-house employees.

Scott Presson, Construction Service Manager, offered any in-house employees who would like to attend one of the upcoming twelve (12) Dispute Review Board (DRB) hearings to let him know.

Items to Look for During Plan Reviews:

Asphalt Core Thickness: When reviewing plans, if the asphalt core thickness is not shown, you can ask in the Electronic Review Comments (ERC) if the thicknesses are available so they can be shown in the plans.

Traffic Signal Timings: Traffic signal timings should be included in the (TCP) when an intersection configuration changes.

Lane Closure Restrictions:

No lane closures means no closures on any lanes (through lanes, turn lanes, etc.). If the contractor makes a request, within reason, you can allow it.

Asphalt Overbuild on Lump Sum Projects:

To avoid asphalt overbuild, the contractor must calculate how much asphalt is going to be needed on lump sum projects.

Supplemental Agreement Coding and ERC Escalation Process:

When a supplemental agreement coding is not agreed upon and/or you can't receive concurrence from the designer on the escalation process, please send to the Operations Center management for handling.

Discuss Claim Analysis Document Protection Using Attorney Client Communication:

If FDOT has to submit a claim analysis, please contact Mr. Presson and Nancy Aliff, Construction Special Counsel, to handle the claim under attorney client communication. If the contractor would like to request this information, they need to submit the request to Ms. Aliff.

Extinguish the Torch Meeting:

Terry Muse, Assistant District Construction Engineer, distributed the Extinguish the Torch meeting handout.* The purpose of the meeting is to do a debriefing of what worked and didn't work on the job and what we can do to improve. The initial meeting would be scheduled when 90% of the project is complete. If you have any feedback regarding the handout, please e-mail Terry Muse.

*Please refer to OCE Meeting Minutes dated July 18, 2011--Handout #3

Project Administrator Handbook Developed by District Five:

http://www.dot.state.fl.us/construction/DistrictOffices/d5web/files/sop/ch3/D5_PA_Handbook.xlsx

District Five has developed a Project Administrator's handbook. The link above connects to an excel worksheet; it has several tabs at the bottom which are very detailed. Mr. Sands requested everyone to review and give feedback by July 29. This Project Administrator handbook may be considered for statewide distribution.

Other Topics, Questions, Comments, & Feedback:

Question: Is it required by the construction contractor to maintain the existing landscaping?

Response: After much discussion, it was noted that maintaining the existing landscape is usually not required unless it is specifically called for in the contract.

Topic - Erosion control items on lump sum projects and Developmental Specification 104:

The Developmental Specification 104 lets the contractor know that they need to erect erosion control items using best management practices and maintain any erosion control protection. David Sadler, Director of the Office of Construction, has given his approval to use this specification on some of the lump sum projects. Instead of tables on plans showing quantities for silt fence, Specification 104 will be included in the specification package. Erosion control plans need to be approved by Jim Young, District Environmental Liaison, or Brian Monkelbaan, Resident Construction Environmental Liaison.

Success Stories:

Due to time limitations, success stories were deferred until the next OCE Meeting scheduled for September 19, 2011.

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